

**WASHINGTON STATE HUMAN RIGHTS COMMISSION  
COMMISSION MEETING MINUTES  
FEBRUARY 23, 2023, AT 9:30AM  
CONFERENCE CALL**

**ATTENDANCE**

**Commissioners:** Deborah Cook, Chair; Jeff Sbaih, and Han Tran.

**Staff:** Andreta Armstrong, Executive Director; Jacqueline StrongMoss, Assistant Director for Enforcement; Kristin Lamson, Assistant Attorney General; Deborah Gonzales, Administrative Services Manager; and Alison Riffer, Commission Clerk.

**OPENING AND WELCOME**

Chair Cook chaired the meeting and called the meeting to order at 9:30AM.

New staff introductions: Jacqueline StrongMoss, Assistant Director for Enforcement.

**MEETING MINUTES**

Commissioner Sbaih moved to approve the January 26, 2023 meeting minutes. Commissioner Tran seconded the motion. There was no discussion.

There were no objections made and the motion was carried.

**CASE CLOSURES**

Commissioner Tran moved to accept the case closures. Commissioner Sbaih seconded the motion.

Commissioner Sbaih recused himself from the following cases:

- Brantley, Paul v. King County Superior Court / 17EAR-0385-21-2
- Dailey, Daisy v. King County / 17ECD-0175-22-3 & 17ES-0486-21-2

Commissioner Sbaih raised a point of information regarding settlement agreements. There was discussion about the Commission's jurisdiction and the Agency's procedures for providing technical assistance and monitoring compliance with agreement terms. There was no further discussion.

There were no objections made and the motion was carried.

**EXECUTIVE DIRECTOR'S REPORTING**

Executive Director Armstrong reported that she and Interim Director Strobert have been onboarding Assistant Director StrongMoss.

The recruitment for the Policy Analyst position has closed. While the position is being filled, staff are continuing to field fiscal impact requests and monitor bills with agency impact. No new bills with potential agency impact have received fiscal impact requests since the January Commission meeting.

## **COMMISSIONER REPORTING**

Chair Cook reported that, due to circumstances beyond control, she is submitting her resignation effective the end of March and will be working with the Governor's Boards & Commissions Office towards a responsible transition.

Commissioner Tran reported that she sat on a panel discussion for World Social Justice Day and that there was potential for a future education opportunity, centered around the work of the Commission and how discrimination is addressed at the state level.

## **AAG UPDATE**

Nothing to report at this time but AAG Lamson noted that the AG's Office is able to assist the incoming Chair with guidance regarding Commission procedure and that she is available for questions.

## **PUBLIC COMMENT**

None made.

## **2023 COMMISSION MEETING SCHEDULE**

March 23, 2023, at 9:30AM:	Via Conference Call
April 27, 2023, at 9:30AM:	Via Conference Call
May 25, 2023, at 9:30AM:	Via Conference Call
June 22, 2023, at 9:30AM:	Via Conference Call
July 27, 2023, at 9:30AM:	Via Conference Call
August 24, 2023, at 9:30AM:	Via Conference Call
September 28, 2023, at 9:30AM:	Via Conference Call
October 26, 2023, at 9:30AM:	Via Conference Call
November 2023:	TBD
December 2023:	TBD

## **ADJOURN**

There being no further business, the meeting adjourned at 10:03AM.

Respectfully submitted by,

Alison Riffer  
Commission Clerk